PLUMMER-WORLEY JOINT SCHOOL DISTRICT NO. 44

BOARD OF TRUSTEES

RECORD OF PROCEEDINGS

The regular October 11, 2021, meeting of the Plummer-Worley Joint School District No. 44 Board of Trustees was called to order by Chairman Paul Daman at 6:00 p.m. Board members present were Ida Gustin, Tami Gauthier, Paul Daman, Jan Mitchell, and Marlow Thompson. Sara Allen arrived at 6:34 p.m. Absent was Ryan Ortivez.

Also present was Superintendent Russ Mitchell, Karyn Stockdale, Marcia Hoffman, Jennifer Hall, Dani Boyd, Sherry Tedesco, Maritza Tedesco, Norma Campbell, Tucker Sanchez, Michelle Grossglauser, and Jennifer Gates.

Consent Agenda
Tami Gauthier moved to approve the Consent Agenda (Exhibit "A") as presented. Ida Gustin seconded. All members voted yes.

Communications
Mr. Mitchell advised Malcolm W. Hain, of DeNeff Architects and Planners stopped in the district last week. They have been in business for many years but are now going out of business. He provided the district with the original blueprints for the 1967 building.

Recognition of Guests
Tucker Sanchez reported from **Lakeside ASB**

- Homecoming was last week and was successful. Students had fun, the dance went well, as did the assemblies and activities. He provided information on the games and competitions. They have been doing fundraising and have raised several hundred dollars through the 50/50 raffles. ASB students are recognizing student birthdays personally in the classrooms. Red ribbon week is coming up (drug prevention) and will include many drug prevention activities. This week is college application week and they started working on that this week. Paul Daman asked how many students are looking at college. Mrs. Hall advised several students are planning to go onto college.

Nick Nicholson from Presnell-Gage presented the **annual audit report** (Exhibit "B"). This report was presented via Zoom as Mr. Nicholson needed to attend another board meeting this evening as well. He explained the purpose of the audit and the financial statements and fund statements that are included. The only modification is on page 4 under basis for qualified opinion. Basically, this shows a liability with the retirees being able to stay on insurance benefits. This doesn't affect how the district operates and is able to budget

accordingly. It really doesn't mean anything to the district as to how it operates. The district did an actuarial study the first year as required. Other than this qualification, everything else is essentially correct. There are no material statements to report with the remainder of the audit. The next opinion is on page 49 and refers to internal controls and compliance. We have one item which is called a significant deficiency meaning it must be disclosed. Internal controls should be segregated between multiple individuals in the financial department, but we have a lot of duties on the business manager. This is due to not having enough staff to segregate the duties any further than are already done. The district has determined the cost of that outweighs the benefits and they concur with that finding. Page 51 gives the district a clean opinion. There are no issues with compliance or controls over federal funds. It is all being done correctly.

Highlights of the financial statement: Page 23 is the statement of revenue and expenditures. Carryover from general fund is $1.8 million as of June 30. That is the money available to begin the operation of the next fiscal year. They recommend a minimum of 60 days carryover and we have about four months carryover. This is a healthy carryover. We have done a good job of building the general fund balance. This year we were able to put almost $500,000 in the fund balance, part of which came from COVID relief funds. We can't continue to do this forever because these one-time funds won't last forever.

Food Service: The general fund helps supplement food service around $82,000 through a transfer.

School plant facilities: Had about $433,000 of carryover for future capital plant facility purposes.
The last thing to highlight starting at page 60 and continuing through 67: These are a good reference point as it breaks out every fund. There are several new ones this year with the COVID relief funds. You can see the assets, liability, carryovers of each individual funds, revenues, and expenditures.

Mrs. Hoffman advised the auditors added a statement on page 32 the board hasn't seen yet. He explained two funds which had small expenditures over budget. This was a situation where funds weren't expended due to COVID-19 and were carried over, so they were budgeted but in a previous fiscal year.

Mr. Nicholson commented the district office does a tremendous job and Presnell Gage is happy to work with us. Marlow Thompson moved to approve the audit report as presented. Jan Mitchell seconded. All members voted yes.

Marlow Thompson asked Mrs. Hoffman how COVID has added to the workload. Discussion was held. Mr. Mitchell commented that Mrs. Hoffman has worked very hard and has put in incredibly long, long hours to comply with the new requirements and duties. We are in a good position where we didn't have to run the levy this year because of the COVID funds and her attention to detail, but COVID record and reporting requirements are burdensome.

Superintendent's Report (Exhibit "C")

- Mr. Mitchell provided information to the Board of Trustees on the status of COVID-19 within the district.
    - Since school began, we have had one student at the secondary who tested positive. We have one student at the elementary who tested positive. We have one staff member who tested positive. The number of close contacts is higher. He expects we will continue to see cases, but we have been incredibly fortunate.
    - The district has been working with Marimn to try to get mental health staff in the buildings. They are short staffed currently, but we are working with them to accomplish this. We hope very soon.
    - Another department hit hard by COVID is food service. We have food shortages and products that can't be moved throughout the country. We are anticipating greater shortages. One thing we did proactively from Michelle's recommendation is we have started more baking and cooking from scratch. We have had a positive response from students, parents, and staff members. There are less prepackaged foods, but it comes at a cost. Staff have been working very hard and it is difficult to accomplish all the responsibilities. We decided to advertise for an additional staff member using ESSER funds and have hired an additional assistant cook to help with preparation. Michelle is at a conference this week in Boise to learn how to anticipate these shortages and prepare. The district has also hired a couple of students to wash dishes rather than using Styrofoam trays.
    - The document submitted for use of the ESSER funds has been approved. We expected to have to make revisions, but it was approved by the State Department of Eduaction in its entirety.
    - A facility meeting is scheduled later this week to discuss HVAC repairs/renovations which will be paid for with ESSER funds. Discussion was held.
    - Mr. Mitchell has been reminded over the past couple of weeks how fortunate he is to work here after watching what the Coeur d'Alene School District is going through with the protests. He appreciates the support the board has given the administration. There is unrest in many districts due to similar issues.
    - The high school was approved to move down a classification for football only. Football will compete in the North Star League in the future. Currently we are a league of three teams, one of which doesn't have a football team, leaving only two teams to compete at a district level.
    - Paul Daman commented we are fortunate to be where we are with COVID and hopes it doesn't heat up when we move inside as weather grows colder.
- Mr. Mitchell advised the district currently has less than five substitutes for all departments in the district. He is proposing **increasing wages for substitutes** by using ESSER funds and the newly released Idaho Substitute and Staff Recruitment Grant. Current pay rates are as follows:

Teachers

2020-21 Rates	Daily Rate **	Hourly Rate
Non-Degreed	$70.00	$10.00
Degreed/No Certificate	$80.00	$11.43
Certificated	$100.00	$14.29

Bus Drivers

2020-21 Rate	2021-22 Rate
$11.84	$12.74

Food Service

2020-21 Rate	2021-22 Rate
$9.43	$10.33

Paraprofessionals

2020-21 Rate	2021-22 Rate
$9.27	$10.17

Mr. Mitchell provided rates for other local districts:

District	Daily Rate
Spokane School District	$130/$142 (SPED)
Coeur d'Alene School District	$110.00
St Maries School District	$90.00

Discussion was held. The market for employees is extremely competitive at this time and it is difficult to get substitutes for any position, especially when they can earn more per hour at McDonalds. He is recommending we use the Hard to Fill Substitute and Staff Recruitment Grant and ESSER funds to increase pay rates for substitutes and to increase the rates as follows:

2021-22 Rates	Daily Rate **	Hourly Rate
Non-Degreed	$90.00	$12.85
Degreed/No Certificate	$110.00	$15.71
Certificated	$140.00	$20.00

Additionally, during the 2021-22 school year, he proposes paying the following rates:

2021-22 COVID Rates *	Daily Rate **	Hourly Rate
Non-Degreed	$100.00	$14.29
Degreed/No Certificate	$120.00	$17.14
Certificated	$150.00	$21.43

Discussion was held. Mr. Mitchell stressed the importance of having qualified staff within the classroom. Jan Mitchell moved to increase the rates as proposed effective September 11, 2021 (middle rate permanent and COVID rates this year only). Sara Allen seconded. Discussion was held. All members voted yes.

- Mr. Mitchell addressed the board relative to a proposal to provide additional paid leave days for any staff member who tests **positive for COVID**. Details for this temporary leave would be:
    - To provide additional COVID-related sick leave to staff through June 30, 2022.
    - This leave can only be utilized **once** during the 2021-22 school year, even if the staff member contracts the virus multiple times during the school year.
    - Only extended to staff who test positive for Coronavirus.
    - Not to be extended to staff when merely a "close contact" or when a friend or family member tests positive.
    - Proof of positive test results must be submitted in writing to the district office documenting the positive case. This written proof must be supplied by a licensed health professional.
    - In the event a staff member elects to use this COVID Positive Leave, it cannot be exchanged for a "longer" COVID illness later in the year in the event a staff member contracts COVID more than once during the school year.
    - Leave will not be extended beyond 10 workdays.

    Discussion was held. Sara Allen moved to approve the temporary **COVID Positive Leave** policy as presented, retroactive to the beginning of the school year and expiring at the end of the school year. Ida Gustin seconded. All members voted yes.

Board Business

- **Pathways –** Mrs. Hall reported to the board on Pathways (Exhibit "D") and detailed the happenings in the CTE programs, as well as students who are dual enrolled, and how the daycare is combined with the early education pathway. Mr. Mitchell added he has seen some of the prep work Mrs. Hall is working on including branding, text for the advertising, and a family engagement plan.
- **ISBA Meeting** – Mr. Mitchell reviewed the **2022 proposed resolutions** (Exhibit "E") which will be discussed and voted on at the ISBA convention in November.
- **NAFIS Conference** – Mr. Mitchell reported on the NAFIS Conference which was held virtually the end of September.
- **Trustee Zones/Rezoning** – Karyn Stockdale addressed the board relative to rezoning per the results of the 2020 Census. The district has contracted with ISBA to work with an engineering firm for rezoning according to a relatively equal population in each zone. It's been difficult to gain enough information to properly and accurately calculate the population and determine where to draw the zone boundaries due to some issues with the mapping program used by the engineering firm. She presented the board with some potential changes to zone boundaries. Discussion was held. Sara Allen moved to authorize the clerk to conduct the mapping for the zoning, keep the board up to date, and submit to the State Board of Education as required. Tami Gauthier seconded. All members voted yes.
- **Negotiations** – The district negotiations team met with the PWEA team on September 28 and exchanged proposals. Jan Mitchell moved to go into executive session pursuant to Idaho Code 74-206(A)(1)(a) to discuss the terms of the labor contract. Ida Gustin seconded. Role call vote: Tami Gauthier voted yes; Ida Gustin voted yes; Paul Daman voted yes; Jan Mitchell voted yes; Sara Allen voted yes; and Marlow Thompson voted yes.

BE IT RESOLVED that the Board of Trustees of the Plummer-Worley Joint School District No. 44 recess from public session pursuant to Section 74-206(A)(1)(a), Idaho Code, for the purpose of discussing labor negotiations, upon advice of legal counsel that it is appropriate to do so. (8:00 p.m.)

BE IT FURTHER RESOLVED that following the executive session the Board of Trustees reconvene into public session for the purpose of conducting further business or for the adjournment of the meeting. (8:33 p.m.)

Items for Future Agendas

Negotiations	Pathways	Athletic Code
COVID Update	Facilities Planning/RFQ	Coaches Handbooks
Policy Review	ASB Report	District Data

Meeting adjourned at 8:34 p.m.

_____ _____

Paul Daman, Chairman Karyn Stockdale, District Clerk

DRAFT